



Frontier pilots pre-retirement checklist:

Your step-by-step countdown to retirement.



Congratulations on your upcoming retirement! Between now and your retirement there are numerous details to tend to and decisions to make. Now is the time to determine when to begin taking Social Security, to know when to enroll in Medicare, to decide on providers for additional health coverage, and to design an income stream from your retirement savings and other resources.

Use this checklist to explore your options and spark discussions with your family about important decisions you may wish to make together. A good place to start, especially if you don't feel confident going it alone with this checklist in hand, is to seek the help of a financial professional.

Done	Topic	Action	Learn More
1 Year Before Retirement			
<input type="checkbox"/>	Professional financial help beyond the Frontier Airlines, Inc. 401(k) Retirement Plan (the "401(k) Plan")	Plan now for your retirement. Begin by discussing your situation and financial goals with a financial professional to learn how to navigate the retirement preparation tasks below and to explore available resources. Discover how portfolio design, retirement income generation, charitable giving, tax considerations, trust and estate planning, and more can help bring peace of mind in retirement.	schwab.com/essentials Call 1-877-523-5646 to access complementary guidance from a financial concierge team through the Schwab Essentials Program. ¹
<input type="checkbox"/>	Social Security	Contact Social Security: When applying for Social Security, there are a number of factors to consider that could impact the amount you receive—such as when to claim your benefit and how to coordinate your benefit with that of a spouse or partner. Your financial professional may be able to run a Social Security optimization model to help you understand your Social Security choices.	www.ssa.gov ² SSA: 1-800-772-1213
<input type="checkbox"/>	Medicare	Familiarize yourself with Medicare: Decide when to enroll and how to coordinate with other insurance coverage deadlines.	www.medicare.gov ²
<input type="checkbox"/>	TRICARE	Learn how Medicare and TRICARE³ work together: If you served in the U.S. military, you may be eligible for the TRICARE health program. TRICARE may be used in conjunction with Medicare.	www.tricare.mil/LifeEvents/Medicare ² www.tricare.mil/Plans/HealthPlans/TFL ²
<input type="checkbox"/>	Flexible Spending Account (FSA)	Decide before the next open enrollment how much to contribute to your FSA: If you contribute to a Medical FSA, you may be eligible to continue your FSA through COBRA if you have a balance in your FSA at the time of your retirement.	F9Benefits@FlyFrontier.com Frontier Benefits Team: 1-720-689-2482
<input type="checkbox"/>	401(k) Plan	Maximize your savings through the 401(k) Plan: You may contribute up to the IRS maximum to help boost your long-term savings. Those who will be age 50 or older at year-end can make catch-up contributions up to an additional \$6,500 for 2022.	workplace.schwab.com Participant Services: 1-800-724-7526
9 Months Before Retirement			
<input type="checkbox"/>	401(k) Plan investments	Review your investments: Monitoring and rebalancing your investment lineup and strategy becomes even more important now, as it is generally recommended to take a more conservative approach as you near retirement.	workplace.schwab.com Participant Services: 1-800-724-7526
<input type="checkbox"/>	Income	Know your potential income in retirement: Calculate your estimated Social Security payout and other potential income sources, such as payments from retirement and pension plans.	www.ssa.gov ² and other applicable entities
<input type="checkbox"/>	Health Savings Account (HSA)	Consider maximizing your contributions to your HSA: If you're participating in a high-deductible medical health plan and have an HSA, consider maximizing your HSA contributions before you retire. Those who will be age 55 or older by December 31 can contribute up to an additional \$1,000. Keep in mind you can change your HSA contribution at any time.	www.optumbank.com ² Optum Bank: 1-800-791-9361
6 Months Before Retirement			
<input type="checkbox"/>	Expenses	Map out expenses: Map out your likely living expenses in retirement to make sure your estimated income and expenses match.	Schwab Moneywise® Monthly Budget Planner ⁴
<input type="checkbox"/>	Tax advice	Evaluate your tax situation: A tax advisor may be able to run tax-filing scenarios for your first year in retirement and help you decide if you should maximize deductions now, while your income is likely to be higher.	Meet with your tax advisor

Done	Topic	Action	Learn More
3-4 Months Before Retirement			
<input type="checkbox"/>	Social Security	Decide when to begin Social Security, and make elections accordingly: Allow four months of processing time from the date you elect to begin benefits to the date you receive your first payment. ⁵	www.ssa.gov ² SSA: 1-800-772-1213
<input type="checkbox"/>	Medicare	Decide when to begin Medicare, and make elections accordingly: According to the Social Security Administration, you should apply for Medicare benefits three months before the month you reach age 65, even if you delay receipt of your Social Security benefits. As a reminder: the Aetna Medicare Advantage program is available to ALPA Medicare retirees and their Medicare-eligible dependents.	www.medicare.gov ² www.alpa.org/en/resources/alpa-insurance/medicare-advantage ²
<input type="checkbox"/>	Health and welfare	Review your COBRA benefits options: Discuss COBRA benefits with the Frontier Benefits Department.	F9Benefits@FlyFrontier.com Frontier Benefits Team: 1-720-689-2482
<input type="checkbox"/>	Estate planning	Develop or update your estate plan: If you need assistance with estate planning, Frontier's Employee Assistance Program (EAP) offers legal support services. This program includes unlimited telephonic counseling or three in-person visits with an attorney within the EAP network of providers.	www.guidanceresources.com ² Ability Assist (EAP): 1-800-964-3577 (Organization ID is HLF902 and Company Name is ABILI)
<input type="checkbox"/>	Early retirement notification	If you elect early retirement, submit written notification to your Chief Pilot: The company assumes you will work until mandatory retirement at age 65. If you would like to retire early, you must notify management in writing. Ideally, you should send this notification at least one full bid period prior to the date of your effective retirement date. At a minimum, you must give at least 10 calendar days' notice to ensure you will be paid for accrued vacation during the current vacation year. Notice is not required if you plan to retire at age 65.	chiefpilotoffice@flyfrontier.com
1-2 Months Before Retirement			
<input type="checkbox"/>	401(k) Plan distribution choices	Learn about your 401(k) Plan retirement distribution choices: You have the option to keep your money in the 401(k) Plan until you are required to take Required Minimum Distributions (RMD) after you reach age 72.* You can also take a full or partial distribution or roll your account into a qualified plan with another employer or into an IRA or Roth IRA.	workplace.schwab.com Participant Services: 1-800-724-7526
<input type="checkbox"/>	Bank account information	Provide your bank routing and account information to each agency from which you will be receiving retirement account distributions: Since your active paychecks will be ending soon, make sure that your future retirement distributions from Social Security and other retirement accounts will be deposited to the correct bank account(s) to cover your bills.	Contact the appropriate entities.
<input type="checkbox"/>	Retiree flight ID badge	Apply for your retiree flight ID badge: You may be eligible for unlimited, lifetime retiree pass travel privileges. You are not required to have a Frontier retiree badge for travel, but you may order one if you wish. There is no cost for the badge, and it has no expiration date.	F9PeopleSupport@FlyFrontier.com
<input type="checkbox"/>	Mailing address	Make sure your home mailing address on record with Frontier is current: Important information regarding COBRA benefits, privileges, and tax filing documents will be mailed to your address on file.	Go to: UKG UKG/UltiPro > Myself > Name, Address, & Telephone
<input type="checkbox"/>	Employee Separation Data Review	Request a copy of your Employee Separation Data Review from your manager/supervisor: Be sure to keep a copy of your Employee Separation Data Review as documentation of your retirement from Frontier.	
<input type="checkbox"/>	Voluntary Benefit review	Decide what to do with your voluntary benefits: Within 31 days after your retirement date, you can port or convert your company-paid life, AD&D, and voluntary life insurance with The Hartford and critical illness coverage with VOYA. You can also continue whole life coverage by contacting UNUM within 31 days after your termination date.	The Hartford: 1-877-320-0484 VOYA: 1-800-955-7736 UNUM: 1-866-679-3054

*You generally have to start taking Required Minimum Distributions (RMDs) no later than April 1 of the year following the calendar year you reach age 72 or retire, whichever is later. If you were born on or before June 30, 1949, the RMD age is 70½. If you own 5% or more of the business sponsoring the Plan, other provisions may apply. Refer to your Plan document for details.

Done	Topic	Action	Learn More
1-2 Months Before Retirement - (continued)			
<input type="checkbox"/>	Flexible Spending Account (FSA) review	Use your FSA to pay for eligible expenses: Your FSA(s) through Frontier Airlines will end on your retirement date, and reimbursement for eligible expenses must be remitted before that date. If you contribute to a Medical FSA and have a balance in your account at the time of your retirement, you may be eligible to continue your medical FSA through COBRA.	COBRA Billing Services: 1-833-874-1600
<input type="checkbox"/>	Vacation payout	Familiarize yourself with the vacation payout process: If you retire prior to age 65, you will receive accrued vacation pay in cash. If you retire at age 65, the first 21 days of accrued vacation pay will be deposited to your 401(k) Plan account. If the IRS 415(c) limit is met, any remaining vacation forfeiture contribution will be deposited to your Retiree Health Account (RHA).	Pilot Collective Bargaining Agreement
<input type="checkbox"/>	Medical, dental, & vision insurance	Make plans for medical, dental, and vision insurance in retirement: Your medical, dental, and vision coverage will end on the last day of the month in which you retire. Continuation of coverage under COBRA (Employee Cost + Employer Cost + a 2% administration fee) will be offered as required by law.	COBRA Billing Services: 1-833-874-1600
<input type="checkbox"/>	Travel benefits	Review or update your email address in the Frontier travel benefit systems: If you currently use a Flyfrontier.com email address in the ID90 and MyIDTravel systems, be sure to change your corporate address to a personal email address in these systems.	www.myidtravel.com ² 1-817-767-4041
1-2 Months After Retirement			
<input type="checkbox"/>	Final paycheck	Verify you've received your final paycheck.	PilotPay@flyfrontier.com
<input type="checkbox"/>	Final contributions to 401(k) Plan	Verify final contributions have been made to your 401(k) Plan account: Schwab Retirement Plan Services will process any distribution requests after final contributions have been made to your 401(k) Plan account.	workplace.schwab.com Participant Services: 1-800-724-7526
<input type="checkbox"/>	Health Savings Account (HSA)	Learn how HSAs work with Medicare: HSA dollars can be used toward Medicare and COBRA premiums. Reaching age 65 also enables you to use your funds for non-qualified medical expenses with no penalties. Funds used to pay for non-qualified expenses will be taxed as ordinary income. Once you're enrolled in Medicare, you may not contribute to an HSA.	www.optumbank.com ² Optum Bank: 1-800-791-9361
<input type="checkbox"/>	Social Security	If you haven't already, decide when to apply for benefits: The earliest date you can apply for Social Security is four months before the date you plan to start your benefits.	www.ssa.gov ² SSA: 1-800-772-1213

Need assistance?

There's a lot to do in the months leading up to retirement. If you haven't done so already, it's highly recommended that you meet with a financial planner to help with your decisions and establish a customized and holistic plan for your retirement that is suited for your personal circumstances. Call **1-877-523-5646** to access complimentary guidance from a financial concierge team through the Schwab Essentials Program,¹ or reach out to your own financial planner if you have one.



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⁴Schwab Moneywise® is provided by Charles Schwab & Co., Inc.

⁵Social Security Administration, Publication No. 05-10035, January 2022

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